

**COSMETOLOGY EXAMINING BOARD
MEETING MINUTES
November 7, 2016**

PRESENT: Kristin Allison (*via GoToMeeting*,) Vicky McNally, Lori Paul, Gail Sengbusch, Denise Trokan

EXCUSED: Suresh Misra

STAFF: Tom Ryan, Executive Director; Nifty Lynn Dio, Bureau Assistant; and other department staff.

CALL TO ORDER

Vicky McNally, Chair, called the meeting to order at 9:30 a.m. A quorum of five (5) members was confirmed.

ADOPTION OF AGENDA

MOTION: Denise Trokan moved, seconded by Gail Sengbusch, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Lori Paul moved, seconded by Gail Sengbusch, to approve the minutes of August 25, 2016 as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Credentialing Delegated Authority for Conviction Review

MOTION: Vicky McNally moved, seconded by Lori Paul, to authorize and delegate to DSPS Attorneys and paralegals to make decisions regarding conviction review approving credentials according to Wis. Stats. § 454.06. All potential denials will be reviewed by the Credentialing Liaison Motion carried unanimously.

CLOSED SESSION

MOTION: Denise Trokan moved, seconded by Lori Paul, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss.19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and, to confer with legal counsel (s.19.85(1)(g), Stats.). Vicky McNally read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Kristin Allison – yes; Vicky McNally – yes; Lori Paul – yes; Gail Sengbusch – yes; Denise Trokan – yes. Motion carried unanimously.

The Board convened into closed session at 9:55 a.m.

RECONVENE TO OPEN SESSION

MOTION: Lori Paul moved, seconded by Denise Trokan, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 9:59 a.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Lori Paul moved, seconded by Vicky McNally, to affirm all motions made in closed session. Motion carried unanimously.

DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Administrative Warnings

15 BAC 111 – K.L.B.

MOTION: Lori Paul moved, seconded by Denise Trokan, to issue an Administrative Warning in the matter of DLSC Case No. 15 BAC 111 against K.L.B. Motion carried unanimously.

Case Closings

MOTION: Gail Sengbusch moved, seconded by Denise Trokan, to close the following cases according to the recommendations by the Division of Legal Services and Compliance:

1. 15 BAC 001 (C.T.K) – Prosecutorial Discretion (P3)
2. 15 BAC 068 (A.D., D.N.A., R.M., L.W., R.J.) Lack of Jurisdiction (L2)
3. 15 BAC 068 (K.L.) Prosecutorial Discretion (P3)
4. 15 BAC 080 (R.N.) No Violation
5. 15 BAC 090 (M.K.) Prosecutorial Discretion (P2)
6. 15 BAC 094 (L.N.) Insufficient Evidence
7. 15 BAC 106 (K.G., T.) Prosecutorial Discretion (P1)
8. 15 BAC 108 (G.N., N.T.) Prosecutorial Discretion (P2)
9. 15 BAC 118 (R.B.) No Violation
10. 15 BAC 120 (T.M., I.S.S., A.M.) No Violation
11. 15 BAC 125 (T.C.B.S.L., M.F., A.F.) Prosecutorial Discretion (P2)
12. 16 BAC 002 (L.L.N.S., L.N.) Insufficient Evidence
13. 16 BAC 032 (M.P.) Insufficient Evidence
14. 16 BAC 036 (U.S.A.N., H.V.) Insufficient Evidence

Motion carried unanimously.

ADJOURNMENT

MOTION: Gail Sengbusch moved, seconded by Lori Paul, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:00 a.m.